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USAID/India is accepting applications for the following Foreign Service National (FSN) Personal Services Contract position.

Advertisement No. : USAID/15-10

Position Title : Development Assistance Specialist
(RMNCH+A Division Chief)

Opening Date : August 05, 2015

Closing Date : August 26, 2015

Number of Positions : One (1)

Office : Health Office (HO)

Grade : FSN-12

Location : The position is based at New Delhi.

Working Hours : 40 hours per week, Monday to Friday, 8:30 A.M. to 5:00 P.M.

Education:

Master's Degree in the field of Medicine, Public Health, Management or Social Sciences is required.

Experience:

A minimum of six years of progressively responsible, professional experience in the field of Medicine, Public Health, Management or Social Sciences is required.

Duties:

The Development Assistance Specialist (RMNCH+A Division Chief) serves as Team Leader for one of the three teams in the Office of Health: the Reproductive, Maternal, Newborn, Child and Adolescent Health (RMNCH+A) Team. This team provides leadership in collaboration with the Health Systems Strengthening Team on policy dialogue, collaboration with the Government of India (GOI), donor coordination, technical assistance, and monitoring and evaluation. At present, the focus is on three high profile global initiatives: the Call to Action for Child and Maternal Survival, Family Planning (FP) 2020, and "Helping 100,000 Babies Survive and Thrive". In addition, national initiatives for maternal and adolescent health and for preventing malnutrition are evolving. Other initiatives will emerge to address RMNCH+A in India, which accounts for more than 20% of the preventable maternal, newborn and child deaths and the unmet need for family

planning in the world. Helping India achieve and meet its goals and commitments in reproductive, maternal, newborn and child health is both a major challenge and a task of global importance. The Division Chief manages a team of senior health professionals, at present totaling four. The team's portfolio currently includes 24 projects; some of which are directly managed and others operate in India but have been awarded by USAID Washington (USAID/W) with mission or with USAID/W funds. In 2014, the total life of project funding for these projects was of \$81.5 million. The Division Chief has a high level of responsibility, visibility, and accountability for competing deadlines.

The RMNCH+A Division Chief is a member of the Health Office's senior management team. S/he helps further the Indo-U.S. Strategic Dialogue in an all-encompassing effort to broaden and deepen relations with all sectors of Indian society, particularly the Government of India (GOI) through his/her engagement with senior level GOI, U.S. Government (USG) interagency health counterparts, and private sector leadership. As part of this team, s/he is responsible for strengthening USG's strategic partnership in India by helping develop and apply transformative technologies to critical global health problems and helping develop strategic linkages with other sectors such as nutrition, water and sanitation, and education. S/he contributes to the overall vision of the US Governments bilateral development program to help India achieve: (1) continued progress towards achieving Millennium Development Goals (MDGs) in India especially MDGs 4 and 5 on maternal and child health; 2) the post 2015 development agenda for health, 3) Agency global health goals; and (4) outward development and expansion of India's international reach.

S/he plays a major role in achieving the mission's major priority: the development of private sector partnerships for improved health. S/he is expected to lead technical discussions; deliver presentations to senior-level GOI and USG officials; and conveys USAID's policy and program position on a wide range of health and development subjects. In collaboration with other USAID offices, the Specialist works on crosscutting issues such as governance, information communication technology, behavior change, innovation, gender and equity. The Division Chief is a key member of the USG leadership team at the country level to achieve the whole-of-government approach to maximize efficiency and reduce duplication of USG investment in the health sector. S/he represents USAID in high-level USG meetings related to programmatic and budget negotiations and also influencing and leveraging non-USG resources in the sector.

Broadly, the incumbent's responsibilities include:

The incumbent exercises independent judgment and manages his/her initiative with only general guidance on a broad range of duties in advancing RMNCH+A. S/he is a well-known expert in the field of reproductive, maternal and child health.

The RMNCH+A Division Chief's primary responsibilities are strategic planning and visioning for assisting India to achieve the goals and commitments it has made in ending preventing maternal, newborn and child deaths; program development – setting direction and priorities; supervision, management and technical oversight, and representation and coordination in relation to the program and projects under the RMNCH+A portfolio.

A. Strategic Planning, and Thought Leadership:

The incumbent serves as the principal advisor to the Health Office Director and Deputy Director as a recognized expert on RMNCH+A. S/he is responsible for handling many complex factors and dealing with matters of a high degree of difficulty. This includes interpreting and analyzing data and reporting to the Office Director as well as Mission leadership on progress toward achieving national and global goals in RMNCH+A as program and policy challenges and constraints. This includes promoting policy dialogue by preparing and presenting papers on key USAID issues at professional meetings. The incumbent develops comprehensive segments of the Mission's program, after analyzing various options based on an analysis of U.S. objectives, resources, comparative advantage, cost effectiveness, and partnership with the GOI and the private sector. S/he collects and analyzes information from a variety of sources and prepares reports for program planning and resource allocation. This includes drawing on extensive field observations and program reviews and reports to suggest solutions.

As the RMNCH+A Division Chief, the incumbent has supervision, management and technical oversight responsibility for a broad range of strategic planning, visioning, and policy development activities related to the different projects in the RMNCH+A portfolio with an Life of Project (LOP) of over \$107 million. S/he is responsible for setting the agenda and oversight for the RMNCH+A-related activities in projects supported out of Washington. S/he is responsible for ensuring that all RMNCH+A projects have impact and are being implemented in a way consistent with USAID/I objectives and priorities.

S/he leads the team in planning for future RMNCH+A activities and setting the direction and priorities for USAID investment. S/he is the primary contact for Washington on discussions, which lead to decisions on how USG RMNCH+A resources should be programmed in the field. S/he is also responsible for ensuring that USG resources are spent in a manner that supports the USG health agenda. S/he leads the negotiations on new activities, both in programmatic and geographic terms. This includes negotiations with high-level host country officials, USAID/W, the Embassy and other USG agencies.

S/he is also the lead local technical advisor for USAID/W on RMNCH+A-related matters. S/he forecasts future funding needs based on an analysis of the portfolio's pipelines and expenditure patterns as well as new priorities. This includes recommendations for annual allocations.

S/he provides technical and managerial oversight for the preparation of the RMNCH+A portions of the annual report, performance monitoring plan, congressional budget request and other special reports and reviews. S/he drafts correspondence to the GOI, USAID/W and partners as required. Based on implementation oversight and management, s/he reviews reimbursement claims for propriety and validity and provides the basis for USAID approval and disapproval of payments.

B. RMNCH+A Team Supervision and Technical Oversight:

The incumbent provides technical oversight and supervisory guidance for several RMNCH+A projects, including project planning and design, project implementation, providing feedback on reports and technical strategies, monitoring the budget and MIS, and planning and reviewing project reviews and evaluations.

The incumbent acts as the supervisor for all team members, all of whom serve as the Agreement Officer's Representatives/Contracting Officer's Representatives (AOR/CORs) for the activities in the RMNCH+A team portfolio. In this capacity, the Division Chief provides the full range of mentoring, consultative, advisory and supervisory roles.

The incumbent provides inputs for technical oversight of long and short term U.S. and Indian consultants. S/he plans and makes arrangements for program-related technical assistance including identification of specific needs, preparation of scopes of work and budgets.

C. Representation and Coordination:

The incumbent maintains liaison with high-level relevant officials at the central level including the Health and Family Welfare Additional and Joint Secretaries, and at the state level including Mission Directors and Health Secretaries, other donors, corporate officials, the directors of U.S. and Indian non-governmental organizations and academics and other knowledge leaders. S/he works closely with other USG agencies such as the Health and Human Services (HHS) Health Attaché, National Institutes of Health (NIH) representative, Embassy science officer, Food and Drug Administration (FDA), Consulate Generals and Centers for Disease Control (CDC).

Language:

Level IV (fluency) English and Hindi language proficiency, in speaking and in writing, is required.

Knowledge:

The Specialist should have a thorough knowledge of the GOI health, population and nutrition policies and programs particularly the child and maternal health Call to Action, Family Planning 2020 and the Newborn Initiative. Strong knowledge of analytic planning, evaluation and public health issues is required; familiarity with Family Planning/ Maternal and Child Health (FP/MCH) priorities, responses, and best practices.

Skills and Abilities:

The Specialist must have:

- Ability to represent USAID programmatically and technically at the highest level of government and with other donors and partners;
- Ability to negotiate sensitive and complex issues through initiative, imagination, resourcefulness and diplomacy with high-level partners and inspire confidence;
- Ability to manage a team of senior professionals often faced with competing demands, a heavy workload, and tight deadlines;
- Ability to work effectively with the private sector;
- Ability to develop and implement sector strategies and design, manage, implement and monitor project activities;
- Ability to plan and manage major consultations and events;
- Ability to analyze, interpret and use studies and program performance data; and
- Ability to prepare written reports and statistical tables and use standard computer programs.

To Apply:

1. Interested applicants must apply on Application for Employment as a Locally Employed Staff or Family Member Form (DS-174) (attached). Please note: Must answer all the questions in DS-174 application form.

You may also click the link below to access the above form:

http://www.usaid.gov/sites/default/files/documents/1861/Application%20for%20Employment%20-%20Form%20DS-174_0.doc

Applications not submitted in the specified form will not be accepted.

2. Submit **electronic copies** of applications to: indiaper@usaid.gov

Or

Print copies of applications to:

Human Resources
United States Agency for International Development
U.S. Embassy
Shantipath, Chanakyapuri
New Delhi – 110 021

3. **Applicants must specify the advertisement number and position title in Column 1 of the Employment Form.** Applications without reference to a specific advertisement number will not be accepted.

Notes:

Probationary Period: FSN employees currently serving their probationary period or with less than one year of USG service are not eligible to apply. Employees desiring a change after the initial probation period will be required to be in their present position for not less than 120 days.

Compensation: The selected individual will be compensated in accordance with the Local Compensation Plan for Foreign Service National (FSN) employees.

Applicants living outside New Delhi / NCR should note that if selected for the position, no resettlement travel or housing is associated with the position. It would be the candidate's responsibility to travel to New Delhi in a timely manner for the pre-employment clearances.

Age Requirement: Consistent with local law, customs, and practices, the separation/retirement age for Foreign Service National (FSN) employees is 60 years.

Equal Employment Opportunity: It is the policy of the United States Government to ensure equal employment to all persons without regard to race, color, religion, caste, sex, national origin, age, disability, or sexual orientation.

Due to a high volume of anticipated applications, only short-listed candidates will be notified.